

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, April 11, 2017, 7:00 P.M.

The April 11, 2017 City of Brunswick Mayor and Council Meeting was convened at 7:00 P.M. by Mayor Jeff Snoots at Brunswick City Hall. The following members and staff were present: Jeff Snoots, Mayor; Angel White, Mayor Pro Tem; Wayne Allgaier, Carroll Jones, Harry Lashley, Vaughn Ripley, and Tom Smith, Council Members; Dave Dunn, City Administrator; John Gerstner, Director of Public Works; Patrick Hoffmaster, Director of Utilities; Bruce Dell, Planning and Zoning Administrator; and Lauren Spring, Customer Support Specialist.

Mayor's Remarks

- City Electricity Evaluation Updates – CQI Associates
Richard Anderson, CQI Associates discussed the recent re-bid of the City's electricity co-op purchasing options. The decision was made to go with 100% brown power, for a cost reduction of \$38,582 per year.
- Mayor Snoots presented a Proclamation for National Child Abuse Prevention Month to Lynn Davis, Child Advocacy Center of Frederick County.

Approval of Minutes

- a. Mayor & Council – March 21 & 28, 2017
- b. Closed – March 21, 2017

Ms. White made a motion to approve the minutes. Dr. Allgaier seconded the motion which passed 6-0.

Citizen's Forum

Comments were offered from Cam Jacobson, 15 Brad Allen Drive.

Report of Officers – Council – Committees

Council Members provided updates on their Committee activities. Staff members provided updates on their department activities.

New Business

- Health Insurance Renewal Information
Several options were discussed regarding the FY18 health insurance renewal. Staff recommended lowering the deductible for all employees by 25%, which would increase the premium for the City by 5.9% or \$26,162.05. Mr. Smith made a motion to approve the staff recommendation. Mr. Lashley seconded the motion, which passed 6-0.

- IT Project Approval

Staff sought estimates for various projects related to the City's IT needs from Innovative Incorporated including: phone system, upgraded desktop computers, improved wi-fi connectivity, various infrastructure enhancements, etc. These purchases would be included in a lease payable monthly for five years at approximately \$2,400 per month. Mr. Ripley recommended approval of all IT-related quotes. Mr. Smith seconded the motion, which passed 6-0.

- Pay Increases for Certifications

Staff suggested developing a Certification Pay Increase program for employees who attained certain certifications, such as water or waste water licenses and police certifications. These increases would vary depending on the license and would require only the Mayor's approval. Proposed increases varied from 1-3%. Ms. White made a motion to approve. Dr. Allgaier seconded the motion, which passed 6-0.

- MML Convention Discussion

Mayor Snoots sought confirmation of the budget for sending elected officials and staff to the summer Maryland Municipal League convention. It was suggested that Mayor Snoots, Council Members White, Ripley, and Allgaier, and staff members Dunn and Myers would attend. Mr. Smith made a motion to approve. Ms. White seconded the motion, which passed 6-0.

- Bid Award - #2017-02 – Mini Golf Fencing

Staff completed a competitive bidding process for this project and received four bids. Staff recommended approval to the low bidder, Frederick Fence Company for \$4,978. Ms. White made a motion to approve. Mr. Ripley seconded the motion, which passed 6-0.

- Bid Award - #2017-03 – Dog Park Amenities

Staff completed a competitive bidding process for this project and received only one bid. Staff recommended approval to Playground Specialists for \$14,888. Mr. Lashley made a motion to approve. Dr. Allgaier seconded the motion, which passed 6-0.

Adjournment

Ms. White moved to adjourn the meeting. Mr. Smith seconded the motion, which passed 6-0. The meeting was adjourned at 8:31 p.m.

Submitted by: Carrie Myers

Approved By: Jeffrey T. Snoots 5/13/17
Mayor Date

Witnessed By: David H. Dunn 5/10/17
City Administrator Date